East Stroudsburg Area Senior High School – North

Faculty Meeting – 2:45 Cafeteria

April 26, 2001

Classrooms left unattended

You are not to leave your students alone in your classroom for any reason. If you must leave, please call the main office for coverage.

Discipline referrals for class cuts

As per the memo dated 4/9, there is a binder in the main office that you should check prior to writing up students for cutting. The daily packet contains the sign in/out for the main office, guidance office, and the nurse. When assigning detentions, please be sure to check the book that the student does not have a detention that day.

Field Trips (handout)

New board policy - you must complete the following prior to a field Trip --

> Field Trip Request form – complete and submit to Principal for signature. This will request transportation for the field trip.
>
> Field Trip Permission form and Parent/Guardian Acknowledgement (complete and send home) Must be returned by parent/guardian with all necessary information completed.
>
> Itinerary for Student Field Trip (complete and submit to Principal for Signature—approx. 6 pages)
>
> Must notify cafeteria manager with all the necessary information regarding day, time and list of students going on the field trip.

Faculty advisor – Key Club

Peer Mediation Team

West Virginia vs. Barnett

Senior Awards Ceremony – tentatively scheduled for May 29th

Faculty will be voting for three senior students for the **Service Award** and for one senior to receive the **Outstanding Citizen** award. See attached criteria and forms.

Each department will be voting for two students – one award will go to the student for the highest grade in that particular department and the other student will be receiving the EXCELLENCE AWARD per department -(this is a student who has worked hard and has shown a major improvement in their effort to succeed) THIS IS FOR SENIORS ONLY. Department heads will be receiving additional information.

Final Exam schedule – **for SENIORS only:**

Thursday, June 7th - English and Social Studies
Friday, June 8th - Math and Science
Monday, June 11th – exam MAKE – UP day

For underclass "people" only:

Monday, June 11th - English and Social Studies
Tuesday, June 12th - Math and Science
Wednesday, June 13th - exam MAKE-UP day

Thursday, June 14th – **LAST DAY FOR STUDENTS**
THIS WILL BE A HALF DAY WITH 11:00 DISMISSAL

Graduation - June 15th at 7:00 PM

Need volunteers to help with chaperoning the graduates in classrooms and a list of staff members that would like to be in the procession. (Handout)

Graduation practice – Tuesday, June 12th -- 8:30 AM – 12:30 PM
Wednesday, June 13th – 8:30 AM – 12:30 PM

Seniors must attend on the above dates